



**SANDRA SHEWRY**  
Director

State of California—Health and Human Services Agency  
**Department of Health Services**



Governor

May 18, 2006

TO: ALL EXECUTIVE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2006-2007 ESTIMATED STAFFING PATTERN

The Indian Health Program (IHP) is gathering projected clinic staffing information to calculate the Fiscal Year (FY) 2006-2007 grant objectives for continuing IHP grantees. Grant objectives are based on proposed clinic staffing patterns reported each year.

**Please complete, sign, and return the enclosed Estimated Staffing Pattern for FY 2006-2007 form by June 2, 2006.** Include all requested staffing information for all clinic funding sources. The percent of Full Time Equivalent (FTE) worked by the individual is based on a 40-hour work week. This is the total time the individual works at your program regardless of funding source (see below):

Hours Per Week	Percent of FTE	Hours Per Week	Percent of FTE
4	10	24	60
8	20	28	70
12	30	32	80
16	40	36	90
20	50	40	100

For your convenience, electronic copies of this form are available at the forms section of the IHP website: [www.dhs.ca.gov/ihp](http://www.dhs.ca.gov/ihp).

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Please contact Cindy Schimdt at (916) 449-5759 or at [cschmidt@dhs.ca.gov](mailto:cschmidt@dhs.ca.gov) should you have any questions. The IHP fax number is (916) 449-5776.

Sincerely,  
Andrea Zubiante, Coordinator  
Indian Health Program

Enclosure

cc: Fiscal Officer